



Purchasing Department

Purchasing Department
P.O. Box 9534
Baton Rouge, LA 70813
Phone: (225) 771-4580
Fax: (225) 771-2026

Addendum Number 1
April 30, 2021

Food Service Management Meal Contract Services
Southern University and A&M College
Baton Rouge, Louisiana 70813

Request for Proposal 50016-10296 3:00 PM May 11, 2021

The following modifications to the referenced project shall be incorporated into the original specifications and/or plans, if applicable. Unless a change is specifically made by addendum, the specifications and/or plans as issued, shall govern.

Attachment:

- *Questions/Responses/Clarifications*
- *Pre-Proposal and Site Visit Sign-in Sheet*

Note: The Laboratory School's cafeteria equipment list will be included with Addendum Number 2.

Note: Vendors are required to acknowledge receipt of this addendum

Write in appropriate addendum number(s):

No. _____ Date _____ No. _____ Date _____

No. _____ Date _____ No. _____ Date _____

Company _____

Signature _____

Linda Antoine 4/30/2021
Linda A. Antoine-Director of Purchasing

Return this page with bid



Addendum Number 1
RFP # 50016-10296

Request for Proposals; 2021-22 Food Service Management Company Fixed Price Contract; Southern University Lab School with bids scheduled to open May 11, 2021 at 3:00pm.

THE FOLLOWING CHANGE IS TO BE MADE TO THE REFERENCED REQUEST FOR PROPOSALS:

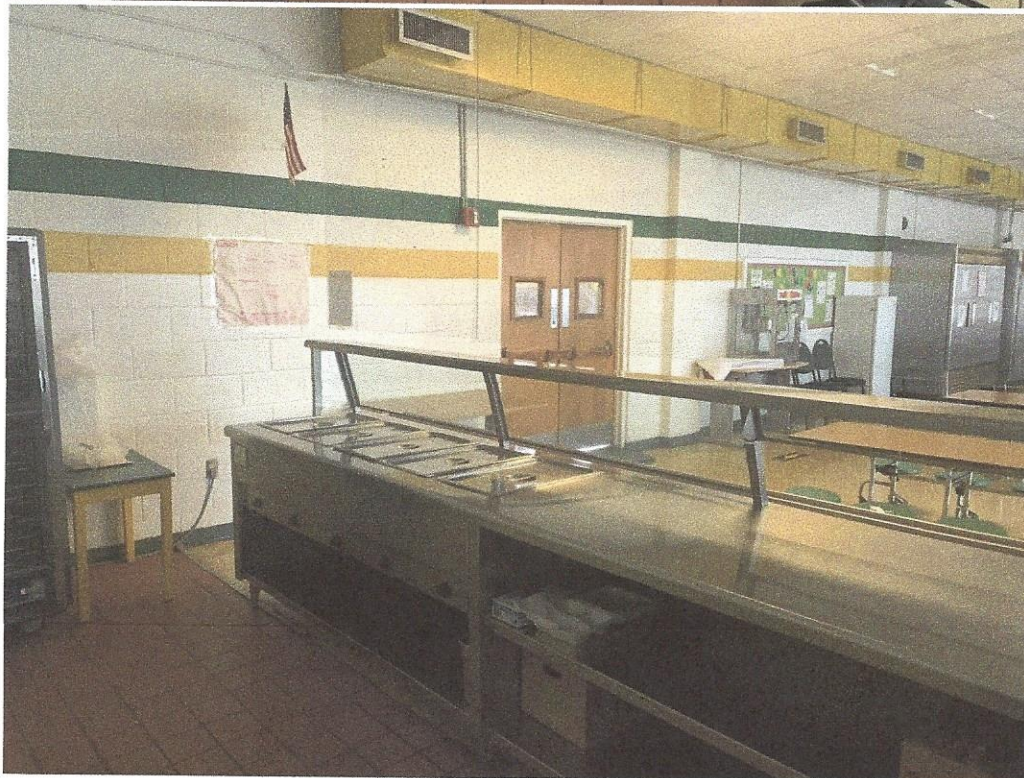
1. How may FSMCs submit proposals?
 - a. **Proposals should be mailed to:**
 - i. Southern University
 - ii. Purchasing Department
 - iii. Post Office Box 9534
 - iv. Baton Rouge, Louisiana 70813
 - b. **As an alternative, proposals may be hand delivered to:**
 - i. Southern University
 - ii. Purchasing Department
 - iii. 1st Floor East-8100 James L. Prestage
 - iv. J. S. Clark Administration Building Annex
 - v. Baton Rouge, Louisiana 70813
 - c. **As an alternate, proposals may be uploaded on electronic system at:**
 - i. <http://www.sus.edu/bidcertification>
2. Is cafeteria staff already in place?
 - a. The cafeteria staff are employees of the current FSMC.
3. Are arrangements for food delivery already established?
 - a. The FSMC coordinates and accepts all food/product deliveries.
4. Are the meal counts listed on Pages 36-39 reflective of School Year 20-21? Could you possibly share your meal count numbers from School Year 19-20 or prior?
 - a. The meal counts listed on Pages 36-39 reflect our projected numbers for SY 21-22 with an anticipated return of students to campus and the continuation of serving all students free meals under the recently released USDA waivers.
5. What will the full enrollment of school be (if it is not fully enrolled)?

- a. The school is fully enrolled at 340 students.
6. This is an FSMC contract, will this be a cook-on-site account, or a delivered account with vendor-provided servers?
 - a. This will be a cook-on-site account.
7. Could you provide the numbers of paid, free and reduced students?
 - a. Free: 158
 - b. Reduced: 50
 - c. Paid: 133
 - d. Total Enrollment: 341
8. What is your commodities allotment for the 2020/2021 and the 2021/2022 school year?
 - a. Our 2021-2022 commodities allotment is \$13,786. We have placed the full amount in DOD Fresh Produce.
9. Can you provide a list of equipment available to the FSMC?
 - a. An equipment inventory addendum will be issued the week of May 3, 2021. See below for photos of the cafeteria and kitchen.
10. Cafeteria and Kitchen Photos:



















FOOD SERVICE PROPOSAL NUMBER 50016-10296
ADDENDUM # 1

Page 1 of 2

SOUTHERN UNIVERSITY LABORATORY SCHOOL
PRE-PROPOSAL MEETING AND SITE VISIT
SIGN-IN SHEET/ATTENDEES

1. REVOLUTION FOODS
PETER PELAS
KENNER, LA
PPELAS@REVOLUTIONFOODS.COM
316-833-7870
2. CHARTWELLS
DELORIS W. BROWN
BATON ROUGE, LA
DELORIS.BROWN2@COMPASS-USA.COM
225-200-8499
3. CHARTWELLS
PAUL BUTLER
BATON ROUGE, LA
PAUL.BUTLER@COMPASS-USA.COM
225-315-5364

CONSULTANT

4. SCHOOL FOOD SOLUTIONS
TESS BRADFORD
BATON ROUGE, LA
TESS@SCHOOLFOODSOLUTIONS.ORG

SOUTHERN UNIVERSITY EMPLOYEES

HERMAN R. BRISTER, DIRECTOR, LABORATORY SCHOOL
129 SWAN AVENUE
BATON ROUGE, LA 70813
HERMAN_BRISTER@SUBR.EDU
225-771-3490

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5. SHEVONNE CUPIL, ADM. ASSISTANT, LABORATORY SCHOOL
129 SWAN AVENUE
BATON ROUGE, LA 70813
SHEVONNE_CUPIL@SUBR.EDU
225-771-2548

6. LINDA ANTOINE, DIRECTOR, PURCHASING DEPARTMENT
PO BOX 9534-JS CLARK ADMINISTRATION BLDG. ANNEX
8100 JAMES PRESTAGE DRIVE
BATON ROUGE, LA 70813
LINDA_ANTOINE@SUBR.EDU
225-77-4587 OR 771-2804

ADDENDUM NUMBER 1

RFP NUMBER 50016-10296

PRE-BID & SITE-VISIT: APRIL 27, 2021 @ 10:00 AM
SOUTHERN UNIVERSITY AND A&M COLLEGE

Site Visit Location: SOUTHERN UNIVERSITY LABORATORY SCHOOL-LIBRARY 2ND FLOOR

Name of Bid: RFP-FOOD SERVICE MANAGEMENT MEAL SERVICES

PLEASE PRINT CLEARLY IN THE APPROPRIATE AREAS (IN INK ONLY)

COMPANY	REPRESENTATIVE (PLEASE PRINT)	ADDRESS (BOX#, STREET, CITY, STATE, ZIP)	EMAIL ADDRESS	PHONE & FAX NO.
Revolution Foods	Peter Peas	Augusta St., Kenner, LA	PPEAS@RevolutionFoods.com	316-833-7870
Charthwells K12	Deloris W. Brown	Baton Rouge, LA	deloris.brown2@compass-usa.com	225-200-8499
Southern University Laboratory School	Herman R. Brister	129 Swan Ave. Baton Rouge, LA 70813	herman-brister2@subr.edu	225-771-3490
Southern University Laboratory School	Shewonne Cupil	129 Swan Ave. B.R., LA 70813	Shewonne_cupil@subr.edu	225-771-2548
Charthwells K12	Paul Butler	Baton Rouge, LA	Paul.Butler@Compass-usa.com	225-535-5364
Linda Antione	Linda Antione	PO Box 543 Bat 70810	linda-antione@subr.edu	225-771-4587
School Food Solutions	Tess Bradford	Baton Rouge, LA	tess@schoolfoodsolutions.org	318-773-7065